

Notice for Inviting Tender

Bid Document

**For the Purchase of Scanning Probe Microscope (SPM)
for**

Central Instrumentation Centre

Central University of Haryana, Mahendergarh, Haryana



Under Two-Bid System (Technical and Financial)

No. CUH/CIC/01/2020

Central University of Haryana
Mahendergarh, Haryana-123031

No: CUH/CIC/01/2020

Dated: 21-02-2020

TENDER NOTICE

Central University of Haryana (CUH) invites Techno-Financial proposals, for the item(s) mentioned in the tender document, from reputed firms having expertise and experience in the relevant field. The interested parties /firms/OEM desirous of supplying, installing and integrating the system(s) as given in tender documents, may send their sealed offer addressed to: **Registrar, Central University of Haryana**, at the following address

Assistant Registrar (E & GA)
Academic Block No. 4(Ground Floor)
Central University of Haryana,
Mahendergarh (Haryana)
PIN-123031

Complete tender details are available on University website: [**www.cuh.ac.in**](http://www.cuh.ac.in) or may be obtained in person from the **office of Registrar, CUH**.

Last Date for submission of Tender: 14/03/2020 up to 2 PM
Date of opening of Technical Bids: **14/3/2020** at 2 PM
Place of Opening the Tender: **Room No: 136 (Seminar Hall) in Academic Block-III, Central University of Haryana, Mahendergarh (Haryana).**

The interested parties should carefully read the tender documents before filling of the tender documents and accordingly submit their bids

Sd/-
Registrar
Central University of Haryana

Check-List for submission of documents

Sl. No	Description	Yes /No	Page No	Remarks if any
1	Whether Tender Fee paid?			
2	Whether EMD / Tender Fees attached?			
3	If EMD exempted, Valid Exemption Certificate attached?			
4	Whether Firm Registration attached?			
5	Whether GSTIN certificate attached			
6	Whether PAN attached?			
7	Whether affidavit duly attested by the Oath Commissioner/Executive Magistrate regarding non-black listing of supplier attached?			
8	Whether tender document along with all Annexures (1 to 8) duly signed & stamped by the authorized signatory attached?			
9	Whether copy of Turnover and ITR attached?			
10	Whether orders executed in last three years attached?			
11	Whether technical specifications of the quoted equipment attached?			
12	Whether catalogue of the equipment attached?			
13	In case of authorized agent/distributor whether certificate/ authorization letter for the same issued by the manufacturer attached?			
14	Whether list of Institutes/Organizations where the quoted model of equipment supplied by the tenderer in India is attached?			
15	In case of foreign suppliers quoting directly, whether, the name of Indian agent mentioned?			
16	Whether past performance certificate from reputed Client such as IIT/NIT/Institutes of National Importance has been attached			
17	OEM authorisation letter attached?			
18	ISO and /or any other relevant certification			
19	Any other certification or Manufacturing licence			
	Whether a Certificate of supplying spare parts for 3 years			

	after warranty attached?			
20	Whether Self-certificate that the firm has never been debarred or indicted in corruption case(s) attached?			
21	Whether certificate that no complaint of poor performance have been received by the firm from suppliers attached?			
22	Whether drawing and calibration attached? Wherever necessary			
23	Have you been declared poor performer by any of the Govt; institution? Give undertaking			
24	Have Bio-data of trainer data been attached			
25	Any other General information			

1. Instructions to bidder for Submission, Receipt, and Opening of Proposals etc.:

- a) The bidder shall read the instructions, technical specifications and the bid documents carefully before filing and submission of bidding documents.
- b) The bidder shall sign on each page of the bidding documents and assign serial number in integer value starting from one and submit the proposal/bid strictly as per the instructions.
- c) The original Technical and Financial Proposals/bids shall be prepared and submitted in separate sealed envelopes and both the envelopes should be kept in third envelope. The envelope should be super subscribed **Purchase of Scanning Probe Microscope for Central Instrumentation Centre of CUH**
- d) The proposal/bid shall be sent by post so as to reach at the address mentioned on invitation to bid letter, on or before the due date and time (upto 2:00 pm), as specified in the tender notification or as per the corrigendum if issued any.
- e) Bids received after deadline will not be accepted and the CUH will not be responsible for any delay due to whatever reasons.
- f) **Bid Processing Fee:** Each bidder shall pay the bid processing fee for Rs. 1000 +18% GST = Rs. 1180 in the form of *DD drawn in favour of Registrar, Central University of Haryana, Payable at Mahendergarh, Haryana.*
- g) **Earnest Money Deposit (EMD):** Each bidder shall pay EMD of Rs 1.5 Lakhs (One Lakh fifty thousand rupees only) of the quoting value in the form of *Demand Draft drawn in favour of "Registrar, Central University of Haryana, payable at Mahendergarh.*
- h) Valid NSIC and MSE Certificates will be accepted for relaxation of EMD and tender fee. Presently EMD/Tender Fee exemptions and price preference are applicable to only Micro and Small Industries. In view of the above, if the vendor will claim for EMD/Tender Fee exemptions, the vendor should meet all the criteria for Micro and Small Industries. The vendor must have to submit the supporting documents like NSIC registration certificate, MSE registration certificate issued by competent government bodies to become eligible for the tender fee/EMD exemptions. The certificates of the vendor (NSIC/MSE) shall cover the items tendered to get EMD/Tender Fee exemptions. NSIC certificate shall be valid as on due date/extended due date of the tender. This is not applicable for non NSIC unit. Note – In case the bid is submitted as an Indian arm of a foreign bidder and the eligibility criteria conditions were met through foreign company, then the EMD exemption cannot be claimed under the MSME status of India arm/subsidiary. Thus a bidder who solely on its own, fulfills each eligibility criteria condition as per the tender terms and conditions and who are having MSE status, can claim EMD exemption/tender fee.
- i) **Technical Bid format:** The bidder shall confirm that the product quoted (by the bidder) shall be in conformance with the conditions/criteria as specified herein.
- j) **Financial Bid Format:** Bidders shall quote items with inclusive prices (i.e. price inclusive of taxes and all other expenses) for delivery and installation at the site in CUH campus. For imported items the price should be quoted in per unit (after breakup) **FOR CUH, Mahendergarh** and must include all packing and delivery charges. The price should be quoted without custom duty and excise duty, since CUH is exempted from payment of Excise duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand.
- k) Successful Bidder has to provide irrecoverable Performance Bank Guarantee to the tune of 10% of the order value for the warranty period in the form of *Demand Draft/FDR/Banker's cheque drawn in favour of "Registrar, Central University of Haryana, payable at Mahendergarh.* The paying document of the performance Bank Guarantee should be valid till 60 days after the end of warranty/Guarantee period.
- l) **Payment Schedule.** 100% payment will be released on successful installation of system as

applicable to the procurement after deduction of taxes as applicable or as per the University norms.

- ✓ Payment will be made through Letter of Credit (LC). LC will be established in the favor of foreign supplier after the submission of performance security. LC will be established on the exchange rates as applicable on the date on successful date of establishment.
 - ✓ For Indigenous supplies, 100% payment shall be made by the purchaser against delivery, inspection, successful installation, commissioning and acceptance of the equipment at CUH in good conditions and to entire satisfaction of the purchaser and on the production of unconditional Performance Bank Guarantee (PBG).
 - ✓ For imports, LC will be opened for 100% FOB/CIF value. 80% of the LC amount shall be released on presentation of complete and clear shipping documents and 20% of the LC amount shall be released after the installation and demonstration of the equipment at the CUH.
 - ✓ Indian Agency Commission (IAC), if any shall be paid after successful installation and commission if the equipment at the destination at the exchange rate prevailing on the date of opening of LC account.
 - ✓ All the bank charges within India will be borne by the University and outside India will be borne by the supplier.
- m) **Agency/distributor Commission:** Agency Commission if any will be paid to the Indian agent/distributor in Rupees on the receipt of the equipment and after satisfactory Installation. Agency Commission will not be paid in foreign currency under any circumstances. The detail should be shown in Tender even in case of **NIL** commission.
- n) **Delivery Schedule:** The equipment(s)/good(s) are required to be supplied within 30 days (or mutually agreed) on issue of the Purchase Order by the University. In case successful tenderer fails to complete the order in part or whole in the stipulated period of 30 days (or mutually agreed) a penalty @ 1% of the order value will be imposed per week subject to maximum penalty of 10% the order value. In case the delay is more than six weeks (after the expiry of the stipulated period) the purchase order may be cancelled and the EMD will be forfeited
- o) **Validity of quotation:** The quotation should be valid for 03 months (90 days) after the date of the opening of the bids.
- p) All the equipment's should have an onsite warranty for three years. The warranty shall take effect from the date of successful installation of machine/item and handing over of the system to the user department satisfaction.
- q) The maintenance services, including spares parts shall be free of cost during the warranty/guarantee period.
- r) The supplier shall provide assurance to give spare parts of the items/Goods at least for 10 years' time from the date of commissioning. The bidder shall provide certificate from OEM in this regard.
- s) The University reserves the right to place order or not to place order to finally selected vendor(s), depending upon the availability of the funds with the university at that point in time.

2. General Conditions of the contract

- a) The Manufacturer/Bidder should not be associated or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the purchaser to provide consulting services for the preparation of the design, specification, and other documents to be used for the procurement of the goods to be required under this invitation of tender.
- b) Manufacturer/Bidder shall not be under any declaration of ineligibility for corrupt and

fraudulent practices issued by any State Government/Government of India (GOI)/Union territory. The Manufacturer/Bidder should not be a defaulter of any financial institute or Bank and their assets should have never been put on auction for recovery of debts.

- c) **The Manufacturer /Bidder should be in the business in India for more than 3 years as on 31-12-2019.** This should be supported by the certificate of registration issued under the companies act by a competent authority.
- d) The bidder should have executed five orders of the same items directly in last three years in Indian institutions such as IISc, TIFR, IISER, IIT, NIT, JNCASR, Central Universities or Institutes of National Importance or DRDO/CSIR/NAL labs. The bidder shall provide the details/proof of the same must be submitted. Only work order will be accepted in this regard.
- e) Neither OEM nor the bidder be debarred or blacklisted or stopped from supplying equipment to any govt organization in the past.
- f) The details of other related peripheral parts such as OEM, Warranty, and AMC shall be given.
- g) Bidder should take into account any corrigendum on the tender document before submitting their bids.
- h) The bidder must be either OEM/authorized distributor of OEM.
- i) The CUH reserves the right to accept or reject any or all of the offers in full/part without assigning any reason whatsoever.
- j) The parts supplied should not become obsolete within 5 years of installation.
- k) The Manufacturer /Bidder should have the cumulative turnover of Rs. 6 Crores in last three financial year towards supply this item. They should furnish the details as per Performa given in **Annexure-1**. This should be supported by audited balance sheet of the company for that particular year or executed work orders from the Institution mentioned at para 2(d).
- l) The Manufacturer/Bidder should submit complete Technical manual with Make and Model for technical evaluation purpose. Bids without technical manual are liable to be rejected.
- m) There should be no complaint against the Manufacturer/Bidder for poor performance of the equipment's supplied by any institute or customer. The self-certified certificate to be attached with bid in this regard on firms letter head.
- n) The Manufacturer / Bidder should submit copy of ITR of last three years.
- o) Installation, Demonstration and Testing of equipment is to be done by the supply firm in the presence of subject expert of Central University of Haryana.
- p) If any of the equipment supplied by the bidder is found to be substandard, refurbished, unmerchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the bidder with 18 % interest if such payments for such equipment have already been made. All the damaged or unapproved goods shall be returned at bidder cost. Defective part in equipment, if found before installation and /or during warranty period, shall be replaced within seven days on receipt of the intimation from CUH at the cost and risk of the bidder including all other charges.
- q) The bidder should provide the satisfactory training to our Teaching/Technical staff after installation/commissioning.
- r) The CUH is reserves the right not to place the order for item quoted in this tender even after finalization of tender without assigning any reason for not doing so.
- s) The CUH reserves the right for demonstration of the product quoted on short notice as per the tendered specifications before opening of financial bid.
- t) CUH is the final authority to judge the tender and has every power - to accept or reject the

same without assigning any reasons.

- u) CUH reserves the rights to accept/reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing incorrect and incomplete information shall be liable for rejection.
- v) Any effort by a supplier to influence CUH's tender evaluation, tender comparison or contract/order award decisions may result in the rejection of the supplier's tender and forfeiture of the supplier's EMD.
- w) After opening of bids, information relating to the examination, clarification, evaluation and comparisons of bids and recommendations concerning the award of contract shall not be disclosed to bidders or other persons not officially concerned with such process.
- x) Technical bid should include the details as per proforma given in **Annexure-2**
- y) Financial bid should include the details as per proforma given in- **Annexure-5**
- z) Acceptance letter by bidder -**Annexure -6**
- aa) Warranty Certificate-**Annexure- 7**
- bb) Undertaking of support from OEM –**Annexure 8**
- cc)

3. Special conditions of the tender

(To be returned by Tenderer along with the Tender duly signed)

- a) **GENERAL:** The OEM or the authorized distributor of OEM are only allowed to submit tender.
- b) **DEVIATION FROM SPECIFICATIONS:** It is in the interest of the tenderer to study the specifications in the tender schedule thoroughly before quoting so that, if the tenderer makes any deviations, the same are prominently brought out in the body of the tender. If you need to add any optional items your system in order to meet our specifications, you are requested to quote for the total including the optional required to suit our requirements. Otherwise, your tender will be considered incomplete. The deviation, if any, shall be stated with justification along with technical bid and the tender committee reserves the right to accept the deviation or reject it outrightly.
- c) The bidder shall submit the following:
 - i. Complete address of the dealing person along with all the details such as mobile no, e-mail id, and correspondence address.
Address of the OEM's Banker and their swift code.
 - ii. Bidder shall also give the certificate that the goods for which bidding is done in this tender are of good quality and produced as per the industry specifications and best workmanship.
 - iii. Jurisdiction –All the question, dispute, or differences arising under or out of or in connection with this contract, the Jurisdiction will be Narnaul (Mahendergarh).Acceptance to this affect shall be signed by the bidder at the time of bidding.
 - iv. The bidder shall provide the Acknowledgement that they have gone through the whole tender documents and have thoroughly understood all the conditions, provisions, specifications and we abide by all the conditions and have understood that violation or concealment any information essential will be liable for penal action from the university and may even result in cancellation of bid and/or forfeiting of EMD.
 - v. The bidder shall give the certificate that they will supply the spare parts as and when required by the university during the warranty, AMC and post AMC period for at least ten years after the warranty is over.

4. Scope of Work:

The proposed instrument will be used for the scientific microscopy at nanoscale using various modes at the Central Instrumentation Centre for research purpose by the faculty of Central University of Haryana

5. Specifications of machines/items are given as under:

SCANNING PROBE MICROSCOPE SPECIFICATIONS

5.1 *Instrument Resolution*

The instrument with preferably a de-coupled /Piezo tube scanner must have demonstrated atomic lattice resolution in AC mode and contact mode imaging. This must be done with the same large and small scan-range scanner that can also image at $\leq 100 \mu\text{m} \times 100 \mu\text{m}$ (XY) & $10 \mu\text{m}$ (Z) in closed loop. The scanner size should not be more than $100 \mu\text{m} \times 100 \mu\text{m}$ (XY) but suitable scanner have to demonstrate the resolution at nanoscale on the sample Graphene and Carbon nanotube sample provided by CUH. The scanner below $50 \mu\text{m} \times 50 \mu\text{m}$ (XY) & $10 \mu\text{m}$ (Z) **preferred**. Open loop not acceptable.

5.2 *Instrument Geometry*

- The XY scanner must be separate from the Z scanner to eliminate the “bowing” artefact.
- System must have at least $100 \mu\text{m} \times 100 \mu\text{m}$ (XY) & $\geq 10 \mu\text{m}$ (Z) in closed loop. The scanner size should not be more than $100 \mu\text{m} \times 100 \mu\text{m}$ (XY) but suitable scanner have to demonstrate the resolution at nanoscale on the sample graphene and carbon nanotube sample provided by CUH. **The scanner below $50 \mu\text{m} \times 50 \mu\text{m}$ (XY) & $\geq 10 \mu\text{m}$ (Z) preferred.**
- The instrument must accommodate samples sizes more than 40mm (dia) and 10mm thick (or more).
- Cantilever Alignment: Automatic Laser Scanning is preferable
- Surface Engagement: Automatic Engagement with the Surface is preferred
- Cantilever Types: Both Contact and Non-Contact Cantilevers should be offered with minimum 50 and 50 numbers each, respectively. 20 numbers of Tip for magnetic and conductive force microscopy and 10 tips for KPMM. Should be Compatible to a wide range of commercially available cantilevers

5.3 *Operating Modes*

The microscope must be capable of the following scanning modes:

- Contact Mode
- Electric Force Microscopy (EFM)
- Force Curve Mode
- Force Mapping Mode (Force Volume)
- Force Modulation
- Frequency Modulation (optional)
- Kelvin Probe Force Microscopy (KPFM)
- Lateral Force Mode (LFM)
- Magnetic Force Microscopy (MFM)
- Nanolithography/ Nanomanipulation
- Nanoindentation
- Phase Imaging
- Piezoresponse Force Microscopy (PFM)
- Conductive AFM/ capable to do current imaging or I-V measurement
- Contact Resonance Mode (Optional)
- Switching Spectroscopy PFM (Optional)
- Tapping Mode / AC Mode
- Q-control (Optional)

- Vector PFM (Optional)
- Fluid imaging/ heating stage (Optional)

*It is mandatory to submit the images captured on standard samples by using above-mentioned mode either separately or in the catalogue of the instruments with technical bid.

5.4 Optical Lever Arm: Light Source and Photodetector

- The instrument optical lever arm must use a low coherence light source (for example, a super luminescent diode, SLD or equivalent Laser source) to reduce artefacts from optical interference effects.
- The instrument must use an infrared SLD (or equivalent) for the optical lever

5.5 System Scanner

- The scanner should be compatible with temperature control options.
- Each axis of motion is independently actuated using its own piezo stack and flexure stage. Scanning option with complete decoupling of XY and Z scanning.
- The scanner head should be the following minimal specifications

XY with closed-loop feedback control

Scan range: $\geq 100 \times 100 \mu\text{m}$ or $50 \mu\text{m} \times 50 \mu\text{m}$ (to ensure that high resolution is achieved at nanoscale)

Noise: $\leq 0.6 \text{ nm}$ (closed-loop) preferable

Demonstrated lattice resolution on mica

Z with closed-loop feedback control

Scan range: \geq either $15 \mu\text{m}$ or less or $\geq 10 \mu\text{m}$ or less

Noise: $\leq 0.25 \text{ nm}$ (closed loop)

System Height noise / Floor Noise: $\leq 0.05 \text{ nm}$

All noise numbers as above should be specified in a 0.1Hz to 1 kHz BW.

If the system configuration allows a single scanner to be able to achieve large area and small area high resolution images the same is preferred. If there are multiple scanners essential for system performance the same need to be included. The noise numbers specified above should be compliant with the larger scanner (full scan area as listed above) as minimal.

Representative high resolution imaging examples must be available for inspection in publicly available brochures, datasheets or websites. The scanner must be compatible with all supplied scan modes and in both air and liquid environments.

5.6 Sample Stage

The SPM must have motorized X, Y and Z positioning stage for coarse and fine movement.

- The instrument must accommodate samples sizes $\geq 40\text{mm}$ (dia) and 10mm thick or more. This is an essential requirement to render flexibility to the system for mounting various samples.
- **Sample positioning:** XY sample positioning with travel range $> 10 \text{ mm}$ and an accuracy of minimum 2 micron.
- **Sample viewing:** Suitable camera system for tip / sample viewing should be included
- **Cantilever Exchange:** A Tool to Load and unload cantilevers on to the Z-Scanner is

desired. The Tool should accommodate most of the compatible commercially available cantilevers

- Manual X, Y and Z positioning stage for coarse and fine movement may be considered if the resolution and location retraceability is proved on the sample provided by CUH

5.7 *Controller, Electronics & Software Minimal requirements*

System must use at least 20-bit digital-to-analog converters (DACs) in order to generate the XY and Z piezo scan signals. At both 100-micron and 10-nm scan sizes, the corresponding bit resolution must be sub-Angstrom ($<0.1\text{nm}$). Note that this specification applies to the generation of the scanner drive signals, not the sampling of the scanner position sensors.

- The system must provide thermal tunes of the cantilever up to at least 2 MHz.
 - The instrument must allow digital Q-control in the range 2 kHz – 2 MHz.
 - Control and analysis must be user-programmable natively in an entirely open-source software programming language.
 - The system's software must include a one-click configuration tool that sets up the software for standard and user-defined operation modes, such as AC imaging in air and liquid, contact mode, EFM, KPFM, PFM, force measurements, etc.
 - Software must include a feature that automatically optimizes the imaging gain and set point for AC Mode (tapping mode) operation. The feature must use a predictive algorithm such that operation is stable and producing high quality data within the first few scan lines.
 - The data acquisition system must be capable of recording individual image sizes of 5000x5000 pixels or greater.
 - AFM control software environment must include 3D rendering technology for advanced image display. This feature must allow the user to generate, display and visualize 3 & 4D real-time scan images, as well as off-line processing
 - Must include drift compensation software. Software must allow a region of interest to be tracked in real time to within 1nm of precision while eliminating any scan distortion in the image. Drift compensation must be able to be applied to any imaging, spectroscopy or advanced characterization mode, and in conjunction with sample heating and cooling options.
 - System must include a feature that automatically calibrates the cantilever sensitivity and spring constant by simply selecting the probe type and clicking a button.
 - A suitable two computer system, windows 10 based for one for system operation and second for data analysis should be provided with the system.
- or
- a) Data transfer must be via USB link or other technology should be available (please specify in the quotation)
 - b) 16-bit floating point Digital Signal Processors (DSPs) should be provided for scan and data processing.
 - c) DACs with 16 bit or more resolution for X, Y, and Z scanner positioning
 - d) The system should have an inbuilt digital lock in amplifiers.
 - e) Must have other digital outputs and inputs for Image frame, line, pixel, cantilever modulation and bias modulation, and signal access ports.
 - f) Enable acquisition of image up to 1024 x 1024 pixels.
 - g) Appropriate interface cables and power cables should be included.

Integrated LED light controller for vision is preferred

5.8 Instrument Isolation

- The system must include a thermally- and acoustically-isolating enclosure only from OEM(Original equipment Manufacturer)
- The system must include a vibration isolation table / platform suitable for the system OEM (Original Manufactures)
- **UPS:** - Suitable/Branded UPS with one an hour back up (Battery warranty as per company).
- **Warranty:** Warranty should be offered 3 year (including visit charges). No charges will be paid during the warranty period. Comprehensive Maintenance Contract for two years after the warranty period
- One week training at CUH to trained the faculty and students.
- Suitable licensed software must be included with system for data analysis.
- Resolution should be demonstrated on mica / HOPG as well on the carbon Nanotubes and graphene provided by CUH.

Annexure (1-8)

Annexure-1

PROFORMA FOR PAST PERFORMANCE

Tender No.....Date of Opening..... Timehours

Sl No	Orders placed by (Full address of Purchaser)	Order No. and Date	Description and Quantity of ordered items	Value of Order in Rs	Date of completion of delivery as per contract/actual	Remarks if any
1	2	3	4	5	6	7

Authorized signatory

Name of the Firm:

Signature and Seal of the Tenderer:

Annexure-2

The bidder should fill in the below format to be submitted in Technical Bid

S. No	Brief Description of Equipment's	Quantity to be Supplied	Delivery and installation period in days from date of issue of purchase order	Warranty in years	AMC in years
1					Optional

Authorized signatory

Name of the Firm:

Signature and Seal of the Tenderer:

Annexure-3
Evaluation of the Tender

1. Evaluation of technical bids

- a) Central University of Haryana, Mahendergarh shall first evaluate the technical bids.

The financial bid will be evaluated only of those bidders who happened to be responsive/qualified in the technical bids.

- b) Decision of the University in the evaluation of the Technical bids shall be final.

2. Financial bid evaluation

The financial quotes submitted by technically responsive/qualified bidders will be opened. Then Contract will be awarded to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined as the Best Value Bid. The bidding will be done based on lowest price quoted as a whole system. In case of the same pricing of more than one lowest price, the decision for allotment of work will be taken by draw of lots. If the lowest price quoted are unjustified in the eyes of the committee/university, the university will be at the liberty not to issue work order to the lowest one or university may negotiate the price with lowest bidder at reasonable level.

3. **Bid submission timelines:** The timelines for bid-submission etc., will be as it is given in the Tender Schedule published.
4. University reserves the right to cancel any or all tenders partially or fully, without assigning any reasons.

Annexure-4

TERMS & CONDITIONS

PAYMENT SCHEDULE

Payment: 100% payment will be released on satisfactory installation and commissioning of goods after deduction of taxes as applicable.

DELIVERY SCHEDULE:

The equipment(s)/good(s) are required to be supplied within 3 days (or mutually agreed) on issue of the Purchase Order by the University. In case successful tenderer fails to complete the order in part or whole in the stipulated period of 30 days (or mutually agreed) of a penalty @ 1% of the order value will be imposed per day subject to maximum penalty of 10% the order value. In case the delay is more than four weeks (after the expiry of the stipulated period) the purchase order may be cancelled and the EMD will be forfeited.

VALIDITY OF QUOTATION:

The quotation should be valid for 02 months (60 days) after the date of the opening of the bids.

GUARANTEE /WARRANTY

All the equipment(s) should have an onsite warranty for three years. The warranty shall take effect from the date of successful installation of machine/item and handing over of the system to the user Deptt. to its satisfaction.

The maintenance services, including spares parts shall be free of cost during the warranty/ guarantee period.

The supplier shall provide assurance to give spare parts of the items/Goods at least for 10 years' time from the date of commissioning.

Annexure-5

FINANCIAL BID/PRICE BID

Sl No	Item	Rate	Qty	Warranty	Total in Rs including GST/USD/EURO

Grand Total:

Total in Words:

Terms and conditions if any:

Annual Maintenance Contract

The Bidder should quote the charges for Annual Maintenance Contract (AMC) for 03 (Three Years). The charges to be quoted per annum. The cost AMC shall not be counted for the contract.

The University reserve the right to award the contract CCF along with AMC depending upon the funds available.

S. No.	AMC Charges (after the warranty period)	Rate (in Rs.)
1	First Year	
2	Second Year	
3	Third Year	

Note: The Annual Maintenance Contract (AMC) will be awarded along with Purchase Order but will come into force after the expiry of Warranty period. Payment will be made annually and will be paid after the end of each year after the expiry of warranty period.

Annexure-6

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,
The Registrar
Central University of Haryana

Subject: Acceptance of Terms & Conditions of Tender

Tender Reference No: _____

Name of Tender / Work:

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely

_____ as
per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking/Govt. Autonomous organisations.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore can summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

Annexure-7

WARRANTY DECLARATION

{Submitted on Letter-Head of bidder/supplier}

The warranty declaration states that “everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out analysis of samples, as specified in the tender document.”

Sign of authorised person of bidder: _____

Date: _____

Name of the authorised Person of bidder: _

Annexure-8

UNDERTAKING

{Submitted on Letter-Head of Original Equipment Manufacturer (OEM)}

An undertaking from the Original Equipment Manufacturer (OEM) is required and stating that they would facilitate the bidder on a regular basis with technology/product updates and extends support during the warranty period.

Sign of authorized person (OEM):_____

Date:_____

Name of the authorized Person (OEM):____